

NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION  
**WATERFRONT DEVELOPMENT LAW EXEMPTION REQUEST**

CHECKLISTS FOR ADMINISTRATIVE COMPLETENESS

(7/03)

Development that is exempt from the Waterfront Development Law requires **NO** certification or approval from the Department, except as may be required by other programs administered by the Department or other agencies. These are the submission requirements for an administratively complete application package for an exemption letter. Please read each section and check each area after you have fully completed or compiled the information for each applicable requirement. Visit our website at [www.state.nj.us/dep/landuse](http://www.state.nj.us/dep/landuse) for additional help and information.

**I. For a written determination of exemption pursuant to N.J.A.C. 7:7-2.3(d)1 and 2 (Upland Waterfront Development):**

- ☐ 1. A completed LURP application form;
- ☐ 2. A written description of the proposed development;
- ☐ 3. The fee specified in the fee schedule;
- ☐ 4. A site plan depicting:
  - ☐ A. The location of the proposed construction, reconstruction, alteration, conversion, expansion or enlargement; and
  - ☐ B. The location of the mean high water line.

**II. For a written determination of exemption pursuant to N.J.A.C. 7:7-2.3(d)3 (Upland Waterfront Development):**

- ☐ 1. A completed LURP application form;
- ☐ 2. A written description of the proposed development;
- ☐ 3. The fee specified in the fee schedule;
- ☐ 4. A site plan depicting:
  - ☐ A. The location of the proposed construction, reconstruction, alteration, conversion, expansion or enlargement;
  - ☐ B. The location of the mean high water line; and
  - ☐ C. The limits of all Special Areas as defined at N.J.A.C. 7:7E-3.

III. For a written determination of exemption pursuant to N.J.A.C. 7:7-2.3(d)4 and 5 (**Zane Exemptions**):

- ☐ 1. A completed LURP application form;
- ☐ 2. A written description of the proposed development;
- ☐ 3. The fee specified in the fee schedule;
- ☐ 4. A copy of the Tidelands instrument (grant, lease or license);
- ☐ 5. If applicable, a copy of any previous waterfront development permit issued for the structures to be replaced, renovated, or reconstructed;
- ☐ 6. A copy of the applicable portion of the Tidelands Map adopted by the Tidelands Resource Council (base map photography dated 1977/1978) or New Jersey Coastal Wetlands Map (base map photography dated 1971, 1972) showing the location and dimensions of the structures to be placed, renovated, or reconstructed;
- ☐ 7. Photograph(s) of the existing structures labeled as to orientation; and
- ☐ 8. Plans showing the location and dimensions of the structures to be replaced renovated, or reconstructed.

IV. For a written determination of exemption pursuant to N.J.A.C. 7:7-2.3(d)6 (**Bridges**):

- ☐ 1. A completed LURP application form;
- ☐ 2. A written description of the proposed development;
- ☐ 3. The fee specified in the fee schedule;
- ☐ 4. A site plan depicting the location of the existing and proposed bridge surface to be redecked.

**Applications shall be submitted to:**

New Jersey Department of Environmental Protection  
Land Use Regulation Program  
PO Box 439  
501 East State Street  
Trenton , New Jersey 08625-0439  
Attn: Application Support